

SCHOHARIE COUNTY CLASSIFICATION SPECIFICATION

Class Title: SUPERVISING PUBLIC/COMMUNITY HEALTH NURSE

Jurisdictional Class: **Competitive**
Date Adopted: **2/11/85**
Date Revised: **7/20/00; 4/06 MQ's, 2007-Added Community Health Nurse**
Jurisdictions: **County**
Union Status: **CSEA**
Pay Grade: **19**

DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for the provision of nursing services and supervision of nursing practice to assure safe, effective and efficient comprehensive nursing care in homes, clinics, schools and other community facilities. An employee in this class may supervise a public health nursing program in an assigned functional or geographic area under the general supervision of the Director of Public Health Nursing or other health administration official. Supervision is exercised over the work of assigned public health professional or auxiliary nursing staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Assists in planning, implementing, coordinating and evaluating the nursing program within the agency;
Supervises nursing practice to ensure a high quality of professional service and maintenance of agency standards;
Assists in planning and conducting educational programs for nursing staff;
Assists in maintaining the proper utilization of the services of nursing staff;
Participates in surveys, studies and research in the field of public health;
Assists faculty with the implementation of student programs;
Reviews and compiles appropriate records and reports.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of current nursing practice and supervision; thorough knowledge of the epidemiological approach to the prevention and control of disease; working knowledge of the administrative organization of community facilities; skill in the application of nursing procedures and techniques of patient care; ability to plan and supervise the work of others; ability to establish and maintain cooperative working relationships; ability to communicate effectively; ability to accept and utilize guidance; ability to perform duties in accordance with ANA Code for Professional Nurses.

MINIMUM QUALIFICATIONS FOR SUPERVISING PUBLIC HEALTH NURSE:

- (A) A Bachelor's degree in nursing from a regionally accredited or New York State registered four-year college or university; and two (2) year's experience as a public health nurse; **OR**
- (B) A Master's degree in nursing and one (1) year experience as a Public Health Nurse.; **OR**
- (C) The education above along with a combination of the commensurate experience in work areas of Nursing for a total of two (2) years experience with a Bachelor's & one (1) year with a Master's that include Supervision, Teaching and/or Assessment.

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Class Title: **SUPERVISING PUBLIC/COMMUNITY HEALTH NURSE**

MINIMUM QUALIFICATIONS FOR SUPERVISING COMMUNITY HEALTH NURSE:

- (A) A Bachelor's degree in nursing from a regionally accredited or New York State registered four-year college or university in nursing or a health or human services field and two (2) years experience in home care; **OR**
- (B) Four (4) years experience in home care and six (6) credit hours; **OR**
- (C) An equivalent of education/training in public health and principles of management.

NOTE: Part-time employment can be pro-rated to count towards fulltime. Example: six (6) months PT equals three (3) months FT and a higher level of education can be pro-rated for experience up to a year.

SPECIAL REQUIREMENT: Must possess a license and current registration to practice as a Registered Professional Nurse in New York State at time of appointment. This class requires extensive travel. Incumbents will be required to possess a valid, appropriate level, New York State Motor Vehicle operator's license, or otherwise demonstrate the ability to meet the travel needs of the job.